

# **CONCRETE SCHOOL POLICIES FOR 2012 CALENDAR YEAR**

## **AMERICANS WITH DISABILITIES ACT**

- If the applicant has a disability that may impact with participation in a Concrete School activity attach a statement regarding the disability –related needs.
- The applicant will be contacted prior to the scheduled school date to discuss accommodations.
- The Materials and Tests Concrete School will not evaluate accommodation needs without prior written notification of need.
- The written notification must include written documentation from a doctor or other healthcare provider.

## **CONCRETE FIELD TECH SCHOOL**

- Only three students from each office or plant will be enrolled in each class.
- Students enrolled in the Concrete Field Tech School are required to complete all written and performance testing. There are no exceptions.
- Walk-in substitutions are not allowed. Substitutes must be submitted no later than one week before the class.
- Picture ID's will be required and checked on the first day of the school. The proctor for the ACI exam will also randomly check picture ID's the day of the exam.
- ACI Written Test and Field Performance Test results will be mailed to the student by ACI.
- The results of the NCDOT Written Exam will be available on the NCDOT M&T Training website one week after the testing date.
- The student must successfully complete all components of the school to gain NCDOT Concrete Field Tech certification.

## **SELF STUDY SCHOOL**

- No review or instruction is provided. The student is expected to review the material before the day of the class.
- Picture ID is required and will be checked at the start of class.
- The Self Study School is considered to be a full Concrete Certification School.
- The results of the NCDOT Written Exam will be available on the NCDOT M&T Training website one week after the testing date.
- The student must successfully complete all components of the school to gain NCDOT Concrete Field Tech certification.

## **NCDOT CERTIFICATION ONLY**

- The student must have a current ACI Concrete Field Testing Technician – Grade 1 Certification
- NCDOT Certification expiration date will match the ACI Certification expiration date.
- NCDOT Certification is not offered at the same date and site as a Concrete Field Tech School.
- Dates and locations of the NCDOT Cert Only are established based on demand. There will be a minimum of one NCDOT Cert Only conducted per month, from February through November.

### **NCDOT WRITTEN RETEST**

- The student must have a current ACI Concrete Field Testing Technician – Grade 1 Certification or must have successfully completed the written portion or the performance portion of the ACI Concrete Field Testing exam no more than one year from the date of the written NCDOT retest.
- The NCDOT Written Retest is not offered at the same date and site as a Concrete Field Tech School.
- Dates and locations of the NCDOT Written Retests are established based on demand. There will be a minimum of one NCDOT Written Retest conducted per month.
- The NCDOT Written Retest and the NCDOT Cert Only can be conducted on the same date and site.

### **ACI WRITTEN RETEST SCHOOL**

- The Field Performance portion of the test must have successfully been completed by the student no more than one year from date of the ACI Written Retest.
- Picture ID is required and will be checked preceding the exam.
- The student must have attended a Concrete Field Tech School or a Self Study School within one year from date of the ACI Written Retest.

### **ACI FIELD PERFORMANCE RETEST**

- The written portion of the ACI Concrete Field Testing Technician Exam must have successfully been completed by the student no more than one year from the date of the ACI Performance Retest.
- The ACI Concrete Field Testing Performance Retest will be administered during the field performance testing of a Concrete Field Tech School.
- The student must be registered and enrolled as an ACI Concrete Field Testing Performance Retest student in the designated school.
- The student must complete the ACI information sheet before beginning the retests.
- All ACI Concrete Field Testing Performance Exam have to be run by the student during retest.

### **CONCRETE BATCH TECH SCHOOL**

- A picture ID is required and will be checked on the day of examination.
- The student must score 80 or higher to pass the NCDOT Concrete Batch Tech written exam.
- Retests are not given for the Concrete Batch Tech class. Any student not passing the written exam must attend another entire Batch Tech School.
- The results of the NCDOT Written Exam will be available on the NCDOT M&T Training website one week after the testing date.
- After successful completion of the classroom portion, technicians must undergo a field evaluation at their plant. Upon successful completion of the evaluation, the Concrete Batch Certification will be granted.

### **CONCRETE MIX DESIGN**

- Students must be currently Batch Tech certified, or must have successfully completed the classroom portion of Batch Tech within five years from date of class.

### **CONCRETE PAVEMENT TECHNICIAN SCHOOL**

- The student must have a current Concrete Field Technician Certification.
- Upon successful completion of the Concrete Pavement School technicians involved with making and testing concrete flexural strength beams must undergo a field examination administered on site by M&T personnel to obtain the Concrete Pavement Field Technician Certification.
- Concrete Pavement Schools are project specific and are scheduled based on demand.

### **CREDIT CARD PAYMENTS**

- Concrete School fees can be paid by credit card.
- The cards permitted are the VISA, MasterCard, VISA Debit cards, and MasterCard Debit card.
- The card is not charged until the student is enrolled into a class.
- A confirmation letter is sent to the student after enrollment, and must be brought to the class the student is attending.